

RESOLUTION NO. 2026-028
A RESOLUTION ADOPTING A REVISED TOWNSHIP TELEPHONE TREE AND
ACCEPTING PROPOSED CHANGES

The Board of Trustee of Franklin Township, Franklin County, Ohio, met in person in a Special Meeting at 10:00a.m. on Thursday, January 29, 2026, at 2193 Frank Road, Columbus, Ohio. The Trustee marked below made a motion for the adoption of the following resolution:

Trustee Fleshman Trustee Blevins Trustee Fuller

WHEREAS, the Board of Trustees of Franklin Township, Franklin County, Ohio (“Board”) desires to maintain an accurate and effective telephone tree to ensure efficient internal communication and appropriate call routing; and

WHEREAS, Trustee Fleshman proposed updates to the Township’s telephone tree to improve clarity, responsiveness, and consistency in call handling; and

WHEREAS, the Board has reviewed the proposed revisions and finds it is in the best interest of the Township to adopt the revised telephone tree.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Franklin Township, Franklin County, Ohio, that:

1. **Adoption of Revised Telephone Tree.** The revised Township telephone tree, incorporating the changes proposed by Trustee Fleshman, is hereby approved and adopted as the official telephone tree of Franklin Township.
2. **Authorization to Implement Changes.** The Township’s telephone service provider is hereby authorized and directed to implement the revised telephone tree, and any associated call-routing, menu, greeting, extension, and voicemail changes necessary to place the adopted revisions into effect.

BE IT FURTHER RESOLVED that all formal actions of this Board concerning and relating to the adoption of this Resolution were passed in an open meeting of this Board, and that all deliberations of this Board and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.


BE IT FURTHER RESOLVED, this resolution shall be declared an emergency and take effect immediately upon adoption.

The following trustee marked below seconded the motion:

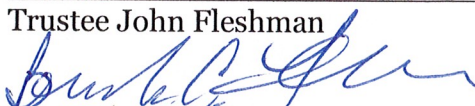
Trustee Fleshman Trustee Blevins Trustee Fuller

Roll was called for the adoption of the resolution, and the vote was as follows:

Fleshman: YES/ NO **Blevins:** YES/ NO **Fuller:** YES/ NO



Trustee Mike Blevins

Trustee John Fleshman


Trustee Brenda Fuller

Franklin Township Phone Tree Script

Opening Greeting

-Thank you for calling Franklin Township, Franklin County, Ohio. Please **press 9** for information



(9)- Our Administration Office is located at 2193 Frank road. Our Fax number is 614-279-6097. Our hours of operation are 9am-5m We are closed for lunch from 1pm-1:30pm.

-If this is an emergency, hang up now and dial 9-1-1.

-If you need to File a Police Report, please call the non-emergency line at 614-525-3333

-If you know your party's extension, you may dial it at any time.

-For all other services, please listen to the following, as options have changed

Main Menu

For Police Department services, **Press 1.**

For the Fire Department, **Press 2.**

For the Road Department, **Press 3.**

For Building Permits and Planning, **Press 4.**

For Fiscal Services or other Township matters, **Press 5.**

For the Payroll Specialist and Employee and Vendor Relations, press 6.

For meeting notices and community information, **press 7.**

For the Administration Office, **please press 0** or remain on the remain on the line.

1 – Police Department

You have reached the Franklin Township Police Department.

- To File an accident report: **Press 1**



Reports may be filed online at franklin-townshipohio.gov/ftpd/accidentreport/, or in person during normal business hours.

- To request a copy of an Accident report or police report: **Press 2**



Request for a copy of your report can be made online at franklin-townshipohio.gov/ftpd/copyofreport. Reports cost five dollars, payable by Cash or Credit Card or check.

- Request body-worn camera footage: **Press 3**



Submit requests online at franklin-townshipohio.gov/ftpd/bodycam. Please allow time for processing.

- **For Chief Smith, Press 4. (Transfer to 2321)**


- **For Lieutenant Ratliff, press 5. (Transfer to (2322)**

- For all other police inquiries, please remain on the line to be connected with the administrative assistant.


2 – Fire Department

You have reached the Franklin Township Fire Department.

- Fire & EMS Services: Press 1

 Find general information, smoke detector programs, inspections, education, and other prevention resources at franklin-townshipohio.gov/ftfd

- To request a copy of an EMS report: Press 2

 Please email admin.assistant@franklin-township.com, or hold to be transferred to the EMS Coordinator. **(transfer to 2203)**


-For Chief Arnold, press 3 (Transfer to 2202)

- For all other inquiries, please remain on the line to be connected with the administrative assistant.


3 – Road Department

You have reached the Franklin Township Road Department.

- For brush or leaf pickup requests, or to report tall grass or weed concerns: Press 1

 Requests and concerns can be submitted on our website at www.franklin-townshipohio.gov/roaddepartment. You may also press 1 to leave a message—please be sure to include your name and address..

- Reporting road maintenance issues: Press 2

 Report potholes, damaged roads, or other hazards using the form at www.franklin-townshipohio.gov/contact

- For all other Road Department inquiries, please remain on the line to leave a message for the Road Superintendent (transfer to 2328)


4 – Building Permits & Planning

You have reached Franklin Township Building and Planning. Please note residential permits are managed by Franklin County Building Department at 142 S. Front St. 614-525-3166.

- For commercial permits & plan review: Press 1

 Applications and forms are available at franklin-townshipohio.gov/buildingdepartment.

- Zoning and Code enforcement: Press 2

 Zoning and Code Enforcement are handled by Franklin County Economic Development & Planning- They can be reached at 614-525-3095

-For Fire Prevention Captain Breaker, Press 3 (Transfer to 2318)

- For all other Building Department inquiries, please remain on the line to be connected with the administrative assistant.

5 – Fiscal Department

You have reached Franklin Township Fiscal Officer.

- Fiscal Office Services: **Press 1**



You can access budget information, financial reports, and make public records requests at franklin-townshipohio.gov/fiscal

- For all other inquiries, Press 0 to leave a message for the Fiscal Officer

6 – Payroll Specialist and Employee and Vendor Relations

- To speak with the payroll Specialist, please **Press 0**

7 – Meetings & Community Information

You have reached Franklin Township Government Information.

- To get information about the Board of Trustees meetings: **Press 1**



Meetings are every other Thursday, at 12, unless otherwise stated. You can find Meeting Notices and Agendas on our website at [franklin-](http://franklin-townshipohio.gov/government)

franklin-townshipohio.gov/government, as well as posted at the Administrative Office at least 24 hours prior to the meeting

- To submit questions to the Board or contact the Trustees: **Press 2**



Residents may email questions or comments to admin.assistant@franklin-township.com.

Contact information for each Trustee is posted at franklin-townshipohio.gov at the bottom of the Home page.

- To reach a Trustee by phone: **Press 3**

Press 1 for Trustee Mike Blevins (*transfer to 614-216-1569*).

Press 2 for Trustee John Fleshman (*transfer to 614-272-8595*).

Press 3 for Trustee Brenda Fuller (*transfer to 614-375-2536*).

Or press star to return to the main menu.